



# Maple Valley City Update

January 2023

## From the Desk of Laura Philpot

“Action is the foundational key to all success.”

~Pablo Picasso



Happy new year and welcome to 2023! The new year always brings discussions about starting fresh and setting resolutions. The new year also brings an annual push of advertisements for weight loss and fitness programs!

While resolutions come with some unspoken permission to fail, developing goals and achieving them can be very empowering. How many new year's resolutions have you made that you can actually say you followed through with? When we look at 2023, we should be setting SMART (Specific Measurable, Achievable, Realistic, Timely) goals for ourselves. Take the time to really think through your goals. It is important we set goals that we are actually motivated to do otherwise they will likely be abandoned, and we'll be left with feelings of failure.



Make sure you develop a plan. For example, if you want to read more books. You should pick out books you want to read and decide how you will get them. Will you order them online, read them electronically, reserve them at the library or borrow from a friend. Consider joining a book club to build in some accountability. Probably the most important step is to **schedule time** to read.

Many great accomplishments are greeted by others with questions such as “How do you find the time?” If you have ever had those thoughts or heard questions like that, the answer is always the same “*you don't FIND the time; you MAKE the time*”. Making time means prioritizing. It might mean that you have to say no to something else. Using the “read more books” example you may have to give up watching your favorite TV show, or watching less of it in order to schedule time for reading.

There is no downside to setting SMART goals for yourself. Some of the benefits to setting goals include:

- Setting purpose and focus;
- Helps us utilize our time more efficiently;
- Provide a sense of personal satisfaction;
- If our goals are clear, we stay more motivated;
- Goals that are well defined help us keep track of our progress; and
- Having goals actually helps us achieve a more positive mindset!

So as you look forward to 2023, consider setting a SMART goal for yourself! I am optimistic that 2023 will be a great year!

Dec. 3	<ul style="list-style-type: none"> <li>• Holiday Farmers Market</li> </ul>
Dec. 5	<ul style="list-style-type: none"> <li>• City Council Special and Regular Meetings</li> </ul>
Dec. 7	<ul style="list-style-type: none"> <li>• Planning Commission Meeting</li> </ul>
Dec. 8	<ul style="list-style-type: none"> <li>• Hometown Holidays</li> </ul>
Dec. 10	<ul style="list-style-type: none"> <li>• Lake Wilderness Arboretum Gathering</li> </ul>
Dec. 12	<ul style="list-style-type: none"> <li>• City Council Special Meeting</li> <li>• Ribbon Cutting for SE 231st St. Project</li> </ul>
Dec. 20	<ul style="list-style-type: none"> <li>• Economic Development Commission</li> </ul>
Dec. 21	<ul style="list-style-type: none"> <li>• Finance Committee</li> </ul>
Dec. 23	<ul style="list-style-type: none"> <li>• City Offices Closed</li> </ul>
Dec. 26	<ul style="list-style-type: none"> <li>• City Offices Closed</li> </ul>
Dec. 30	<ul style="list-style-type: none"> <li>• City Offices Closes</li> </ul>

The City Council refined their priorities during their March 2022 Council Retreat. These are the priorities used to help inform the budget development process and are listed in the order determined by referenced retreat.

***Multimodal Transportation Priorities***

Transportation improvements within city limits should include looking at more than "moving cars". The City Council is committed to including roundabouts whenever feasible, strategically adding more crossing beacons to increase pedestrian safety, improving bike connectivities, and exploring the possibility of a community shuttle.

***Community Clubhouse at Lake Wilderness Golf Course***

The existing clubhouse at Lake Wilderness Golf Course has outlived its useful life. The Council is committed to rebuilding a new clubhouse that serves not only the golfer, but the community. Currently, the design includes sports simulator and a banquet hall.

***Community Resilience (Mental Health)***

Continue to provide resources and education to our community focused on mental health. Partnering with the Tahoma School District and other human service agencies proves to maximize outreach and positive impact.

***City Investment and Legacy Site***

The City needs to continue to invest in itself and to encourage investments of others. This includes maximizing the potential on the Legacy Site.

***Staff Development***

Council recognizes that the organization's most valuable resource is the people who work for the City of Maple Valley. The Council is committed to making sure that staff has the training and tools to execute the work identified. Council is committed to reviewing staffing levels, maintaining staff training, and supporting internal promotional opportunities whenever possible.

***Additional priorities identified***

- Downtown
- Distribution of ARPA Funds
- Community billboard or electronic signage for communications with the public
- Emergency Management Planning
  - CERT Training for the public
  - Storm Preparations
  - Active Violent Crime Training
- Environmental Sustainability Plan
- Local Government efficiencies (shorten decision making process)
- New City Hall
- Review Jail, Court, and Judge Contracts

\*As adopted in the 2023 – 2024 budget

---

***Community Development***

- Adopt Downtown Standards and Guidance code amendments to create the heart of Maple Valley
- Adopt code amendments to improve future development in commercial-zoned areas
- Update and adopt the City's Comprehensive Plan to guide the next 20 years
- Continue to provide excellent customer service through permit review, issuance, and inspection

***Economic Development***

- Increase tourism visibility to take advantage of outdoor recreation opportunities in Maple Valley
- Work with Chamber to find ways to support and grow our existing businesses
- Bring in new businesses to grow employment opportunities for our residents
- Increase our community engagement through expansion of our social media posts

***Parks & Recreation***

- Provide enough funding to maintain our park infrastructure
- Continue to support community events such as Music in the Park and Family Fourth in the Park
- Finalize plans and begin construction on Lake Wilderness Golf Course clubhouse

***Public Safety***

- Continue to work with KC Sheriff's Office to provide great police services to Maple Valley citizens
- Participate in localized emergency preparedness drills
- Work with Domestic Violence Advocate to increase community awareness of issues
- Increase patrols in our growing city, including the trail systems

***Public Works***

- Support implementation of Six Year Transportation Improvement Program
- Seek additional grant funding for projects
- Support staff to improve right-of-way landscaping using temporary staff when needed
- Continue to support staff in remaining NPDES compliant
- Continue to support and improve water quality of storm runoff
- Continue involvement in regional groups dealing with transportation issues
- Continue to maintain lakes and necessary treatments

***Quality City Services***

- Improve the City's customer service and public opinion of their local government
- Increase citizen access to their local government through innovative ideas and technology
- Continue strong participation in the Sound Cities Association and other committees
- Continue to work with Federal, State, and County elected officials on legislation impacting the City
- Continue to support efforts of Black Diamond, Covington, and Maple Valley in identifying opportunities where the three communities can work together/share resources to maximize efficiencies and better use public funds

\*As adopted in the 2023-2024 budget

---

The City Council and City Manager represent the City's interests in a wide variety of meetings, both local and regional. Over the past month, this representation has been active in the following:

#### SEAN P. KELLY, MAYOR

- Community Leader Group Meetings
- Tahoma Future Ready Day
- Merriment – MV Creative Arts Council
- Sno-Valley Transit meeting
- TSD & MV partnership monthly meeting
- Meeting with Rabbi Shmuly Gurary
- Study Session: 2023-2024 Preliminary Budget
- South End Mayors meeting
- SCA PIC meeting
- MV Rotary Auction
- TSD & Legislators meeting
- Girl Scout City Hall tour
- MV Chamber luncheon
- Meeting with DJ Nesel
- SKHHP Executive Board meeting
- Coffee with Police Chief
- Summit Property Internal meeting
- Joint Commissions meeting
- GMA/Comprehensive Plan 101 Training
- SCA South and South Valley Caucus meeting
- Meeting with Chris Esh, Office of Governor Jay Inslee
- Maple Valley Police Department staff meeting
- Chanukah Menorah lighting
- SKHHP Executive Board meeting
- MV Chamber Luncheon
- Police Explorer Academy Graduation

- King County Affordable House Committee meeting
- Legislative priorities meeting with Rep. Bill Ramos
- T48/231<sup>st</sup> ST. ribbon cutting
- Hometown Holidays reception and tree lighting
- Chanukah menorah lighting
- Latter Day Saints chorale
- Sound cities Assoc. deputy mayor/council president meeting
- Meetings with Tahoma board president and vice president

#### DIDEM PIERSON, COUNCILOR

- City Council Meetings
- City Council Work Study Sessions
- Council Finance Committee Meetings
- EMAC Caucus Session
- EMAC General Session
- TSD AD Hoc Finance Committee
- Maple Valley Rotary Annual Gala and Auction
- Meet with residents and leaders
- Chamber Events
- Hometown Holidays
- T-48 Ribbon Cutting Ceremony
- Shop with a Cop

#### DANA PARNELLO, DEPUTY MAYOR

- City Council Agenda Review Meetings
- Regular City Council Meetings
- City Council Study sessions
- Golf Course Clubhouse Project Subcommittee
- Summit Property discussions
- Joint commission Chair and Staff liaison meeting
- Holiday Farmers Market
- Out of the Darkness event
- Meeting with TSD directors and 5<sup>th</sup> Dist. legislators
- Downtown design standards review
- Downtown Design meeting with Jeff McCann and Grace Lu
- SCA caucus for affordable house committee

#### LINDA JOHNSON, COUNCILOR

- Regular Council meetings
- Downtown Standards meeting
- Rotary Gala
- Meeting with legislators
- Taraday briefing
- Hometown Holidays
- City Hall phones
- Chamber Luncheon
- Meeting with Mary Jane Glaser

The City Council and City Manager represent the City's interests in a wide variety of meetings, both local and regional. Over the last month this representation has been active in the following:

#### SYD DAWSON, COUNCILOR

- City Council Meetings
- Joint meeting with TSD Board and 5<sup>th</sup> Dist. Legislators
- Council Finance Committee Meeting
- Downtown Design Standards review
- Downtown design meeting with Jeff McCann and Grace Lu
- CA&RP Committee Meeting
- SCA Caucus for Growth Management Planning Council
- SCA Caucus for the Growth Management Planning Council
- King County GMPC meeting
- Vine Maple Place Community Grants meeting
- Greater Maple Valley Community Center finance and board meetings
- Maple Valley Historical Society Board meeting
- Maple Valley Rotary Annual Gala and Auction
- GMPC Comprehensive Plan training
- T48/231<sup>st</sup> St. ribbon cutting
- Hometown Holidays tree lighting
- Shop with a Cop
- Chanukah Menorah lighting
- Maple Valley Black Diamond Chamber of Commerce
- Council Finance Committee meeting

#### VICTORIA SCHROFF, COUNCILOR

- City Council Regular Business Meetings
- SEAL-TC Zoom meetings
- Out of the Darkness Suicide Prevention presentation
- Finance Committee meetings
- Finance Committee/Grant Applicant Meeting
- Downtown Design Standards Small Meeting
- Rotary Auction
- Community Member Zoom meeting
- Joint meeting with State Legislators and TSD School Board
- CA&RP Steering Committee meeting
- Sno Valley Transit Zoom meeting
- Meals on Wheels tour at the Community Center
- Hometown Holidays
- Chanukah Community Celebration

#### LES BURBERRY, COUNCILOR

- Regular Council Meetings
- Hometown Holidays

#### LAURA PHILPOT, CITY MANAGER

- SEAL-TC meetings
- Viewpoint Project meeting
- King County Cost Review meetings
- Future Ready Presentation
- Police Training Day
- Community Leader Group Meeting
- WCMA meeting
- Maple Valley Rotary meetings
- Meet with TSD Superintendent Mike Hanson
- Maple Valley Planning Meeting
- Draft Leakage Study discussion
- City Council meetings
- IRONMAN 70.3 agency coordination debrief
- Website RFP Vendor recommendation meeting
- Joint meeting with City Council, TSD and Legislators
- EDC meetings
- Golf Course Clubhouse project meeting
- Chamber luncheon
- Finance Committee meetings
- King County RFP prep meeting and interviews
- Public Works Crew lunch meeting
- Summit Property Meeting
- SCA Annual dinner
- Foodbank Board meeting
- GMA Comprehensive Planning Training
- Oversight Committee meeting
- Hometown Holidays
- T-48 231<sup>st</sup> St. Ribbon Cutting
- Staff holiday party
- KCSO Community Advisory board discussion

## FACT (Future Actions, Conversations & Tasks)

FACT SHEET PROCEDURES PER CITY COUNCIL RESOLUTION NO. R-21-1554 APPROVED APRIL 26, 2021.

Placing Items on the FACT Sheet.

- Only City Councilmembers can recommend that items be placed on the FACT Sheet. Thereafter, an item may be placed on the FACT Sheet only with concurrence of the City Council at an open public meeting of the City Council.

Removing Items from the FACT Sheet.

Initiated By	Date	Item	Description	Due Date Department	Date Resolved	Notes
Councilor Johnson	11/13/2018	Art Requirements and/or Incentives	Review the municipal code and development regulations to encourage and/or incentivize more public art within our city.	Community Development/Economic Development		Proposed 2022 Planning Commission Work Plan includes this item as a future parking lot work plan item. This work will likely need to be considered as part of the 2023 Work Plan. 2022 work plan is full to the end of the year.
Councilor Johnson	9/9/2019	Tree Retention	Bring tree retention code back to Council for review.	Public Works/Community Development		This PC work is included on the 2022 PC Work Plan. Council has directed staff to encourage the Planning Commission to bring a recommendation to Council by end of year. Planning Commission has completed their deliberation and will be ready to hand off recommendations at the February joint meeting.
Councilor Dawson	1/21/2020	Evaluate Short Term Rentals	Review short term rental activity (such as Airbnb and VRBO) within City limits.	City Manager/Economic Development Commission		During the last discussion with Council on this fact sheet item, Council asked staff to investigate if AirBnB and VRBO could be notified that rentals less than 30 days are not allowed in Maple Valley. Staff contacted VRBO who responded they will work on this request. Staff plans to reach out

## FACT—Future Actions, Conversations & Tasks

### FACT (Future Actions, Conversations & Tasks)

Initiated By	Date	Item	Description	Due Date Department	Date Resolved	Notes
Councilor Johnson	7/27/2020	Shrubs and Groundcover Standards	Consider putting shrubs and groundcover standards on a future planning commission work plan.	Community Development		2022 Planning Commission Work Plan includes this item as a future parking lot work plan item. This work will likely need to be considered as part of the 2023 Work Plan as the 2022 work plan is full.
Councilor Dawson	5/24/2021	Work with WSDOT to reduce speed limit on SR 169	Work with WSDOT to have a consistent speed limit of 35 mph along SR169 through the City Limits.	City Manager/ Public Works		WSDOT believes they can support a speed reduction to 40 mph from SE 253 <sup>rd</sup> PI to SE 240 <sup>th</sup> Street where currently the speed limit is 45mph. Staff is waiting for confirmation from WSDOT and next steps.
Mayor Kelly	6/28/2021	Heating and Cooling Centers	Bring back a more robust plan regarding heating and cooling centers (or locations) in cases of extreme weather conditions.	Emergency Management	6/27/222	The Heating and Cooling Subcommittee made a report to the full council on June 27. There was Council consensus to approve the Committees recommendation. Staff continues to work on messaging and outreach.
Mayor Kelly	9-27-2021	Citywide Survey	Work with the Communication Subcommittee to develop a citywide survey	City Manager	10/24/22	Council Communication Committee made recommendations to Council. City survey was disseminated and closed on Friday, September 30. Staff and consultant to presented report to Council

## FACT (Future Actions, Conversations & Tasks)

Initiated By	Date	Item	Description	Due Date Department	Date Resolved	Notes
Mayor Kelly	11/08/2021	Shopping Cart Best Practices	Requesting 2 <sup>nd</sup> quarter next year, Bring back what other cities are doing.			Fred Myer completed installation of automatic locks on most of their shopping carts in September 2022.
Deputy Mayor Parnello	11/22/2021	Lake Lucerne & Pipe Lake	Review if public access to Lake Lucerne/Pipe Lake is possible on the existing publicly owned land/dock	Public Works		Staff brought forward information to the City Council during the April 25, 2022 Council meeting. Staff plans to follow-up with options for council deliberation.
Mayor Kelly	01/24/2022	Investigate Issaquah Ordinance related to unreported crimes	Review the newly adopted ordinance in Issaquah that revokes business' licenses if they fail to report crimes and report back to Council	City Attorney		City Attorney has been in touch with Issaquah City Attorney and will update Council as soon as they provide data.
Councilor Schroff	4/25/2022	Community shuttle	Evaluate the feasibility of creating an intra-agency shuttle or tri-city shuttle option	Public Works		As part of the approved 2023-2024 budget, Council allocated budget for a PW intern who will be tasked in summer 2023 to review feasibility of shuttle system.



## FACT (Future Actions, Conversations & Tasks)

Initiated By	Date	Item	Description	Due Date Department	Date Resolved	Notes
Deputy Mayor	6/13/2022	Temporary Sign Enforcement	Council has observed an increased use of temporary signs- especially real estate signs on the weekends that violate our sign code. Please bring back a plan to show how staff will be enforcing.	Community Development		As part of the approved 2023-2024 budget, Council approved a new ¾ time code enforcement officer. However, prior to hiring such a position, staff will review code enforcement code (specifically sign code) to provide new code enforcement officer with tools needed to be successful.
Councilor Schroff	6/27/2022	Be SMART for Kids	Please work with Mom's Demand Action and look for ways to partner when it comes to gun safety education and or the distribution of gun locks.	Administrative Services	9/24/22	This was included as part of the Emergency Prep Fair and gun locks can be picked up at our Police Department.
Mayor Kelly	9/26/22	Farmer's Market Traffic Management	Work with Farmer's Market to review traffic and parking management.	Police, Public Works and City Manager		
Mayor Kelly	9/26/22	Music in the Park Security Review	Review crowd safety and bring back any budget implications.	Parks and Police		

## FACT (Future Actions, Conversations & Tasks)

### FACT—Future Actions, Conversations & Tasks

Initiated By	Date	Item	Description	Due Date Department	Date Resolved	Notes
Mayor Kelly	9/26/22	Quarterly Public Safety Emphasis	Present a plan to emphasis different public safety programs each quarter of 2023. Examples include DUI emphasis, community business relations, seatbelts, pedestrian safety, etc.	Police		
Councilor Dawson	11/7/22	Farmer's Market Use of Legacy Site	Should the city consider charging the Farmer's Market a fee for the use of the Legacy Site.	City Manager		
Deputy Mayor Parnello	11/7/22	Gate at Lake Wilderness Park	During the Parks Capital Improvement Plan discussion consider adding a project that would install a gate at the main entrance at Lake Wilderness Park.	Parks		

## DEPARTMENT UPDATE

*From the Old Scottish poem, "Should auld acquaintance be forgot, and never brought to mind?  
Should auld acquaintance be forgot, and auld lang syne?  
For auld lang syne, my jo, for auld lang syne, we'll tak' a cup o' kindness yet, for auld lang syne."*

As we bid farewell to the old year at the stroke of midnight, 2022 will be the past and 2023 is the future. It is a future full of possibility. The Administrative Services team is ready for a new exciting year! "The book is called *Opportunity*, and its first chapter is New Year's Day." —*Edith Lovejoy Pierce*

The Administrative Services team including the City Clerks, Communications, and Emergency Management Divisions continue to collaborate to serve the community in a variety of capacities. IT, City Clerks, and staff from all departments are continuing collaboration on projects for the coming year to enhance the City's communication and continuity to include phone systems which is now online and the new website! After careful consideration, the city team has chosen a new website provider. More information coming to Council in January.

Winter is here and it has proven to be a true La Nina, wet and cold. Winter weather in the Pacific Northwest is in many cases unpredictable. We had the rain, wind, snow, and ice! On the heels of National Preparedness Month, a friendly reminder to register for emergency notifications from Alert King County <https://kingcounty.gov/depts/emergencymanagement/alert-king-county.aspx>.

Everyone needs to be sure to have preparedness kits for work, home, and car to include water, food, blankets, cold weather gear, and flashlights. Staff also continues to participate with Puget Sound Regional Fire and King County Office of Emergency Management to work on a Strategic Plan for training and exercise opportunities planning into 2023. The process of preparation and mitigation is never completed. The PSERN Radio system implementation continues and coordination between staff and the contractors with implementation in the coming months. Emergency Management staff with support of Council are working on plans to increase the City's resilience to recover from adverse situations. An application has been submitted to FEMA and the Emergency Management Institute to bring a regional training exercise to the area. If this application is approved the city will have an opportunity to work with other communities to exercise a real-world incident.

Clerk's Office activities continue to include, website updates, peddler's license, records management, public disclosure requests, supporting City Council, Public Arts, Library Advisory Board, and Community Development activities. Clerk's staff assisting with the virtual/hybrid meeting at the Lodge, as well as, assisting with Wellness Committee work. Clerk's staff also continues to participate in REACH Committee and Wellness Committee.

Stats for the months of November/December are as follows:

- Passports: 30 (Assisted with Walk-In Passport Renewals)
- Notaries: 37
- Public Records Requests: 22
- Pet Licenses: 6
- Website Updates: 130
- Contracts: (including Amendments and Change Orders): 39

## DEPARTMENT UPDATE (continued)

### Communications

#### November and December 2022

##### News Releases Issued:

- City of Maple Valley Announces Recreation Registration Dates
- Maple Valley Needs You! (Open Board/Commission Positions)
- City Announces Continuation of the School Resource Officer
- Ribbon Cutting for SE 231<sup>st</sup> Street Extension Project December 12
- Youth Basketball League Update
- New Passport Days and Times in 2023
- Maple Valley Receives State Grant Funding

##### November

- Attended website RFP presentations -
  - Met with the committee to discuss presentations and chose our top pick
- Followed up with community service consultant on final items
- Responded to youth basketball registration questions
- Created Hometown Holidays Facebook event page
- Discussed volunteer intake form for Pitch & Pivot
- Discussed marketing plan for EDC C2B video
- Reserved billboard for IRONMAN promotion in 2023
- Continued work on Pitch & Pivot volunteer intake form and C2B video marketing
- Continued Kindness Connects campaign posts (throughout the month of November)

##### December

- Responded to questions regarding youth basketball registration
- Posted postponement notice about Hometown Holidays
- Drafted release regarding School Resource Officer
- Attended Hometown Holidays, took photos and posted to FB/Instagram
- Drafted and posted releases regarding ribbon cutting ceremony, new passport appointment days/times
- Attended SE 231<sup>st</sup> Street ribbon cutting, took photos and posted to FB
- Continued to meet with Tawni, Rebecca and Jessica to discuss website layout for comp plan page
- Attended first Pitch & Pivot presentation with Lydia's
- Met with staff to draft basketball registration update, posted to FB and monitored questions

Social Media Updates: Data from November 1, 2022 – December 19, 2022

Facebook Followers: 6,718

New Facebook page likes: 119

Facebook Page Visits: 8,900

Facebook Page Reach (# of people who saw any content from our page): 24,869

Total Instagram Followers: 324

New Instagram Followers: 44

Instagram Profile Visits: 174

Instagram Reach: 346

Post with most clicks: December 1 – Hometown Holidays Postponed (Reach: 11,618)

Post with most reactions: December 1 – Hometown Holidays Postponed (Likes and Reactions: 162)

## DEPARTMENT UPDATE

### November & December 2022 City Update - Community Resource Coordinator

The highlight of the month was the City's 3<sup>rd</sup> annual Kindness Connects Maple Valley campaign, which ran from October 29<sup>th</sup> to December 4<sup>th</sup>. Weekly kindness cards were distributed at partner sites throughout the community, as well as every school building in Tahoma School District, for five weeks. Traffic signs and the Kindness Connects "You Belong Here" billboard on SR-169 also shared kindness messaging throughout the community all month long.

To close the Kindness Connects campaign, the city partnered with Empower Me Arts to host a holiday letter writing booth at the Winter Market on December 4<sup>th</sup>. Participants were asked to write a message of encouragement and positivity to send to an anonymous community member to spread cheer and kindness this holiday season. Participants provided their address, so each person received a random letter in the mail – like a big "secret Santa." After the event, the Community Resource Coordinator partnered with Tahoma School District's Transitions Program students to package and address the holiday letters for delivery. Over 50 letters were sent, and an additional 30 were donated to the Maple Valley Food Bank to share with clients over the holidays. There is potential to expand this event next year for a larger reach.

The City has been able to fulfill many requests from Tahoma School District counseling department to provide financial assistance to students experiencing or at-risk-of experiencing homelessness through our McKinney Vento financial aid support program. Examples of requests the city has fulfilled include tutoring sessions, instruments and registration fees for orchestra participation, winter coats and shoes, and ballet & wrestling program costs. A message received from a THS counselor reads, *"Thank you so much for your support in getting [names of students] tutoring at Mathnasium. I was thinking today about how helping these two students in math will have a lifelong impact and it gives me goose bumps. This is such good work."*

In the months of November and December, the Community Resource Coordinator participated in several monthly meetings, trainings and events focused on wellness, equity, and community resources. The highlight was completing a week-long Youth Mental Health First Aid instructor training, which certifies the Community Resource Coordinator to facilitate free Mental Health First Aid trainings for the community through the City Parks and Rec program. Three classes have been scheduled for Winter 2023.



Photos from December 20<sup>th</sup> Holiday Kindness Connects Holiday Letter event with Tahoma School District Transitions Program.

## DEPARTMENT UPDATE

### Hometown Holidays

The last event of the year, Hometown Holidays, was held on December 8<sup>th</sup> after weather caused the event to be postponed from its original date. The event took place at 4 Corners and while rainy, over a thousand people still attended the event to celebrate the holidays. Johnson's Home & Garden and the Maple Valley Edward Jones' Group once again stepped up to be the Title Sponsor for this year's event. More than 17 local groups joined the community participation list. This year's event included a holiday train for families, mechanical snowboard, community partners with activities, and photos with Santa. Staff were very appreciative of community partners, vendors, volunteers, council, and other staff who were able to adapt to the new date and ensure the community were able to participate in this event.



### Sports Leagues Update

Youth Basketball continues to be the most popular youth sport league that the City offers. This year there are over 730 players registered which require nearly 150 coaches and 25 staff to make successful. Special thanks to Bobby Quick, Recreation Coordinator, for managing the challenges that come with organizing a league of this size.

Adult Volleyball League held playoff games on December 16<sup>th</sup>. The winners in the competitive league were "Incognito", and the winners of the rec league were "We almost won."





## DEPARTMENT UPDATE (continued)

### Recreation Office Renovation

With assistance from the whole department, the Recreation Team have renovated the recreation office including new office furniture and a fresh coat of paint. Next time you are at the Lodge, come check it out!



### Tahoma School District Tours

Parks and Recreation Director Dave Johnson and Recreation Manager Matthew Kerns recently toured all TSD school gyms to gain a better understanding of their functionality, size, and access points for participants.

## DEPARTMENT UPDATE

### November & December Highlights

Staff contributed their time spent on in November to help the city take the necessary steps before the adoption of the 2023-2024 budget in December. Council held engaging study session on the budget and conducted public hearings. The 2023 property tax levy was certified to the King County Assessor's Office. Staff provided Council with the final budget report for 2022.

### 2023 New Year January Outlook

The following include our Priorities in the upcoming month: 1) 2021 State Auditor's Office Financial Statement and Single Audit Completion 2) Analysis on Potential Revenues 3) Completion of Multi-Factor Authentication and deployment of new VPN client, and 4) Commencement of ARPA Small Business Grants

## FINANCE

- Accounts Payable Desk
  - Reviewed leave accrual register
  - Auditing payroll
  - Assisted with final proposed budget book
  - Worked on auditing some P&R cashiering packets
  - Participated in Wellness Event
  - Finance team: budget meeting
  - Accepted positive pay exception in the bank for DOR payment
  - Beginning 1099 reporting
- Payroll Desk
  - Final proposed budget book assistance
  - Audit reports sent to Finance Committee
  - New banking template set up for MissionSquare plans
  - Contract updates in Incode
  - Leave Notices sent out for Community Service Day, Executive Leave, and Wellness Day
  - Wellness Meeting and tasks
  - Training: Records Management
  - RoW notices sent out for 2019 unpaid items
  - Fire Permits printed & Mailed: 14
  - October 2022 billables processed
  - New Employee Orientation
  - Vendor Profile Updates
  - AR Refunds Processed
  - November Excise Taxes
  - Unclaimed Property Review with Team
  - Cashiering Corrections – AR
  - Staff Holiday Party
  - PO Requests Issued
  - Open Enrollment Changes Completed
  - LTC Exemption Review



## DEPARTMENT UPDATE (continued)

### Finance / IT / GIS

- Invoice created for Pipe Lake share of expenses to City of Covington
- COLA Spreadsheet Template created for 2023
- November 2022 Services billed
- TSD Billing for LWL rentals
- Audit/Budget Desk
  - Final Proposed Budget book preparation
  - SAO audit and meetings
    - Analyzed 2022 PT, REET and SWM – waiting response from King County on some variances
    - Updated financial disclosures and notes per SAO recommendations
  - October/November month-end processing
  - Transfer In–Out Reconciled and recorded
  - CIP & PIP balance reconciliation continue
  - Finalized budget options tabs
  - Meeting with PW and Parks on Capital project – expenditure reconciliations and budget adjustments
  - Recorded capital project corrections
  - Searched auditor requested docs
  - Lease contracts
  - Prepared and Submitted Budget award application
  - Prepared 2023-24 budget data to upload in Incode
  - Uploaded budget amendments O-22-772
  - Reviewed Accounts payable package
  - IT asset recording and reconciliation continue
  - CPE - Education Webinars
- Administration: Finance Director
  - Meetings: Staff, City Manager, and other stakeholders:
    - Check-in Meetings with internal staff
    - Finance Committee Meeting
    - SAO Status meeting
    - Project Meetings: MFA/VPN
    - Meeting w/TSD: SRO Contract
    - Climate Action Steering Committee
    - Vendor Meeting on Fleet Management option to lease
    - Meetings: w/HR Director, Parks & Rec Director Meeting, & Chief of Police
    - Council Meetings
  - 2022 Budget
    - Month-end Journal Entries reviewed/authorized
    - Invoices Reviewed for authorization
    - AP and Payroll: Review & Banking Authorization
    - Final Budget Amendment
    - Finalized prop tax levy for council approval and certified with King County Assessor
    - 2<sup>nd</sup> and 3<sup>rd</sup> qtr. budget report PowerPoint preparation
    - Reviewed plat map for Planning dept
  - 2023-2024 Budget Process
    - Final Proposed budget book preparation

## DEPARTMENT UPDATE (continued)

- Study Session: Review/feedback for options tab & equipment replacement presentation materials.
- 2023 Property tax levy certification submitted to King County
- Council Meeting-held 2<sup>nd</sup> public hearing on budget
- Published Budget and sent to agencies
- 2023 Budget
  - Interlocal Agreement with Tahoma School District for Renewal/New Contract
  - Draft Whitepaper on potential revenue: property tax levy
  - Drafted Options Tab forecast
  - Contracts en route: MV historical society/LW arboretum foundation
- Training
  - HR Recommended: Supervisory Anti-harassment, discrimination, retaliation training completed

### IT/GIS

- GIS Desk
  - Website updates
    - Website RFP Review meeting
  - Data requests
    - Responded to citizen data request for septic tanks and oil tanks
      - We don't maintain this data, so I recommended them to contact KC Health Dept. and Puget Sound Fire for the data
  - GIS data updates
    - Cedar Peak SWM features
    - Corrected Addresses
    - Field Verify SWM data (Maple Ridge)
    - Data Cleanup
    - Almon and Hess Boundary Adjustment
    - Caprar Short Plat
  - Map production and support
    - EOC Situation Map Updates
    - Updated Snow Plow/deicing Routes map
    - Parcel Highlights map for Community Development
    - Interactive Web Map: Parcels and Plats
    - Basketball Registration Resident/Non-Resident mapping
    - Current Development Projects Web Map
  - Cityworks Support
    - Inbox Config for Desmond
    - Check-In meeting with Cityworks
    - Work Order Management
    - Brief check-in with public works
    - Inspection Saved Search configuration for SWM
    - Trained Debi on reporting tool

## DEPARTMENT UPDATE (continued)

- Permissions update
  - Mobile App Configuration
  - Troubleshooting email issue
- GIS Support
  - Recreation Registration Support
    - Recreation Registration Options Meeting
    - 2020 Basketball Resident/Non-Resident Registration Analysis
  - GIS/ECC Check-In
  - Repaired broken map file (EOC Situation Map)
  - GIS Server Migration Meeting
  - King County eSales Website training for Halley
  - HUB Training Access for Rebecca
  - Pushed the Climate Action and Resiliency Plan HUB site live
  - PerfectMind/Registration Support for Recreation
  - Snowplow quick guide
  - Research on open port requirements
  - Mailing Address Extract
  - New Address Locator
  - License Manager Troubleshooting and Firewall Configuration
- Contracts and agreements
  - Esri Jumpstart coordination
- Training and Development
  - New Address Locator
- Regional and Interlocal Groups
  - Sound to Summit Regional GIS Committee Meeting
  - Sound to Summit Co-Chair Handover Meeting
  - PSRFA and Cities GIS Group Meeting
- Other
  - Climate Resiliency HUB site meeting
  - Website Conversion Project
    - Granicus Demo
    - Revize Demo
- IT Administration/Support
  - Help Ticket & Support:
    - Council Meeting and commission support
    - The request to forward suspicious emails has been the largest request type
    - Working on mobile device management for staff
    - Disposed of older network equipment with RE-PC
    - Optimized City distribution groups on exchange online
    - Restored Incode Test environment
    - Assisted staff with remote work configurations
    - Microsoft 365 App integration troubleshooting
    - Researched help desk options for lodge maintenance management

## DEPARTMENT UPDATE (continued)

- Administration:
  - Completed High Availability configuration for VMware ESXi hosts (This will provide significantly improved failover in the event of a hardware outage)
  - Configured ESXi hosts for EOC. These servers will be used for our disaster recover solution.
  - Began audit with CenturyLink to remove unused services and phone lines. (Post phone system cutover housekeeping, we should see a large reduction to our monthly invoices)
  - Attended website RFP Committee meeting
  - Decommissioned legacy 6.0 ESXi host at the EOC/PW. This removes another potential vulnerability from the network. PWDC Domain controller was moved to recently refreshed hosts.
  - Tested Veeam backups/software to move-restore the PWDC Domain controller to the new hosts. The server was restored in less than 30 minutes without any issues.
  - Began Email Server Reconfiguration Project
  - Continued testing for Meraki VPN/MFA integration
  - Worked with Canon on updated printer contract proposal
  - Assisted with Exchange management server rebuild, resolved installation errors
  - Reviewed revised Dell SAN replacement proposal
  - Planning updates for city SQL systems
  - Worked with Meraki Rep on new Access Point recommendations to include mixed model types for best performance.
  - Planning ARCGIS Server rebuild timeline, also looking at removing public facing access to improve network security. Scheduled ARCGIS server project kickoff, currently finalizing timeline to complete GIS Server upgrades.
  - Resolved Okta authentication issue for new Meraki VPN deployment. The Okta Radius agent will provide improved security and the ability to add MFA. The new VPN client will be rolled out in stages. MFA will be added later to assure a smooth transition to the new process.
  - Troubleshooting of the MV-ESXi-3 outage that caused a brief interruption to MV-File1 access, this appears to be related to a current firmware bug, there is an upgrade available that will be installed after hours over the holiday weekend.
  - Modified Knowbefore monthly email phishing campaign

## CAPITAL IMPROVEMENT PROJECTS

### Public Works Transportation Capital Improvement Projects

#### 2022 Annual Asphalt Overlay Program (T-23):

<b>Design Consultant:</b>	<b>King County</b>
<b>Construction Management:</b>	<b>City PW Inspector/King County</b>
<b>Construction Contract:</b>	<b>ICON</b>
<b>Construction Bid Award:</b>	<b>July 28, 2022</b>
<b>Construction Start:</b>	<b>Spring 2023</b>
<b>Construction Substantial Completion:</b>	<b>May 2023</b>
<b>Construction Final Completion:</b>	<b>May 2023</b>

#### **Description:**

The interlocal agreement between Maple Valley and King County authorizes King County to perform all or any part of the construction, repair, and maintenance of streets for a mutually agreed upon cost based upon unit costs obtained from the County's bid. The interlocal agreement provides Maple Valley economy of scale and an efficient means of accomplishing the City's annual (2022) overlay project.

The 2022 annual overlay program included streets in the Springhaven neighborhood. The overlay streets are as follows:

- SE 253<sup>rd</sup> Place from SR 169 to SE 256<sup>th</sup> Street

#### **Current Status:**

- Due to wet weather season, King County is temporarily postponing the overlay project to next spring. Staff has informed the Springhaven HOA of King County's project schedule.

#### **Past Milestones:**

- Staff sent a Discretionary Request to King County to include the City's overlay program streets in their 2022 Countywide Pavement Preservation Program.
- 30% design kick-off meeting was held.
- Staff reviewed the overlay scope of work with King County on the field for inclusion to the King County 2022 Countywide Pavement Preservation Program.
- King County prepared the cost estimate for staff review and scheduled the 90% design meeting for March 8, 2022.
- City Council approved a 2022 budget of \$360K for T23.
- Staff attended the 100% PS&E coordination meeting with King County.
- King County finalized the 100% PS&E for advertisement, received bids, and awarded the contract to ICON Construction.
- Staff attended a pre-construction meeting with King County and ICON on August 18, 2022.

King County completed the bid opening on July 28, 2022. The responsible low bidder is confirmed to be ICON Construction. The bid result for the City of Maple Valley overlay program is \$338,913.35, within the approved project budget amount. The City Manager signed the Discretionary Request Form B that was approved by City Council at the July 25, 2022 meeting

## CAPITAL IMPROVEMENT PROJECTS (continued)

### Witte Road – SE 249<sup>th</sup> Place to North of SE 254<sup>th</sup> Place (T28b Phase 3 North)

<b>Design Consultant:</b>	<b>PBS Engineering and Environmental, Inc.</b>
<b>Construction Management:</b>	<b>KBA</b>
<b>Construction Contract:</b>	<b>Ceccanti (North corridor project)</b>
<b>Construction Bid Award:</b>	<b>May 10, 2021 (North corridor project)</b>
<b>Est. Construction Date:</b>	<b>May 2021</b>
<b>Construction Substantial Completion:</b>	<b>September 2021</b>
<b>Construction Final Completion:</b>	<b>December 2022</b>

#### **Description:**

Phase 3 North includes development of a full-road rehabilitation for the Witte Road corridor north of the SE 254<sup>th</sup> Place intersection through SE 249<sup>th</sup> Place. Specific project enhancements include pavement upgrade, sidewalk installation, bike lanes, drainage improvements, retaining walls, and utility undergrounding. The Phase 3 North project also includes the Jenkins Creek culvert replacement crossing Witte Road SE.

#### **Current Status:**

- Ceccanti completed their punch list items.
- Staff sent out the letter of physical completion.
- Staff is reviewing the final pay estimate.

#### **Past Milestones:**

- Council awarded the design contract to PBS for the roundabout and culvert replacement project at 254<sup>th</sup> Place.
- The design kick-off meeting was conducted.
- Staff submitted the TIB grant application for the roundabout project.
- Staff provided City Council an update on the roundabout project in September 2020. Staff communicated Council's comments on design to the design team.
- The consultant provided 30% drawings for staff review.
- WSDOT approved the Right of Way Procurement Procedures.
- Staff worked with the consultant to review design options for the golf course storage area access.
- Staff reviewed staging options for construction. Staff also reviewed phasing options for construction and presented a project update with these options to City Council.
- Staff reviewed 95% drawings and project documents and returned comments to the consultant.
- Council approved a design contract amendment for PBS to complete the PS&E for splitting the Phase 3 project into a two-phase project.
- Staff and the consultant completed 100% PS&E for the Phase 3 North project.
- Council provided direction for staff to split the project into a northern project and a southern project. The northern project (Phase 3 North) was advertised in March 2021 and will begin construction in early summer (2021).
- Staff prepared and submitted the SEPA checklist for the Phase 3 South project.
- City Council approved the consultant contract to KBA for construction management of the Phase 3 North project.

## CAPITAL IMPROVEMENT PROJECTS (continued)

- Staff received approval for the stormwater permit for the North Phase of the project from the DOE.
- Staff applied for Senator Patty Murray's and Congresswomen Kim Schrier's requests for infrastructure projects.
- Staff applied for Congresswoman Kim Schrier's earmarked Community Grants program for 2022.
- City Council awarded the construction contract to Ceccanti during the May 10, 2021 City Council meeting.
- City Council approved the consultant contract to KBA for construction management of the Phase 3 North project.
- Staff obtained easements for the Phase 3 North project.
- Staff started procurement of the box culvert for replacement at main stem Jenkins Creek.
- Ceccanti began construction on May 17, 2021.
- Soos Creek completed their sewer main relocation.
- Ceccanti completed installation of the culvert, joint utility trench, block wall, waterline, curb and gutter, storm sewer, paving, and striping throughout the project.
- The road was final paved and opened for the Ironman event.
- A walkthrough was completed to identify punch list items.
- The fencing contractor completed the split rail fence removal and replacement with a chain link fence.

### Witte Road – North of SE 254<sup>th</sup> Place to SE 256<sup>th</sup> Street including 254<sup>th</sup> Roundabout (T28b Phase 3 South)

<b>Design Consultant:</b>	<b>PBS Engineering and Environmental, Inc.</b>
<b>Construction Management:</b>	<b>TBD</b>
<b>Construction Contract:</b>	<b>TBD</b>
<b>Construction Bid Award:</b>	<b>Feb 2023</b>
<b>Est. Construction Date:</b>	<b>March 2023</b>
<b>Construction Substantial Completion:</b>	<b>TBD</b>
<b>Construction Final Completion:</b>	<b>2024</b>

#### **Description:**

Phase 3 South includes development of a full-road rehabilitation for the Witte Road corridor north of the realigned SE 256<sup>th</sup> Street intersection to north of SE 254<sup>th</sup> Place. Specific project enhancements include pavement upgrade, sidewalk installation, bike lanes, drainage improvements, retaining walls, utility undergrounding, and intersection upgrades. Phase 3 also includes construction of a roundabout at the intersection of Witte Road/254<sup>th</sup> Place, a fish passage culvert at SE 254<sup>th</sup> Place, and daylighting of the culvert at 220<sup>th</sup> Avenue SE.

#### **Current Status:**

- The project was awarded \$1.8M loan from the Public Works Board. The terms of the loan include 1.38% interest rate for 20 years.
- Design consultant PBS submitted the draft final design documents for review.
- Staff continues to work on ROW documents.
- The consultant submitted the final Large Woody Material layout for permitting.
- The project is tentatively scheduled to advertise a request for bids in early January 2023.

#### **Past Milestones:**

- Council awarded the design contract to PBS for the roundabout and culvert replacement project at 254<sup>th</sup> Place.
- The design kick-off meeting was conducted.

## CAPITAL IMPROVEMENT PROJECTS (continued)

- Staff submitted the TIB grant application for the roundabout project.
- Staff provided City Council an update on the roundabout project in September 2020. Staff communicated Council's comments on design to the design team.
- The consultant provided 30% drawings for staff review.
- WSDOT approved the Right of Way Procurement Procedures.
- Staff worked with the consultant to review design options for the golf course storage area access.
- Staff reviewed staging options for construction. Staff also reviewed phasing options for construction and presented a project update with these options to City Council.
- Staff reviewed 95% drawings and project documents and returned comments to the consultant.
- Council approved a design contract amendment for PBS to complete the PS&E for splitting the Phase 3 project into a two-phase project.
- Staff and the consultant completed 100% PS&E for the Phase 3 North project.
- Council provided direction for staff to split the project into a northern project and a southern project. The northern project (Phase 3 North) was advertised in March 2021 and will begin construction early in the summer (2021).
- Staff prepared and submitted the SEPA checklist for the Phase 3 South project.
- Staff applied for Senator Patty Murray's and Congresswomen Kim Schrier's requests for infrastructure projects.
- Staff applied for Congresswoman Kim Schrier's earmark Community Grants program for 2022.
- The City's lobbyist met with federal congressional representatives regarding funding for this project through federal infrastructure stimulus monies. The bill was approved by the Senate and is with the House of Representatives.
- Staff addressed the Army Corp permit review comments.
- A design contract amendment was approved by City Council at the January 10, 2022 meeting for additional scopes of work as part of the final designs.
- The 2022 TIP budget was presented to City Council at the February 28, 2022 meeting and the budget was approved to plan for the construction phase of this project in 2023 if federal funds are available.
- Staff made a presentation to the King County Regional Funding Committee this month. Unfortunately, the project wasn't competitive to be selected for regional funding competition but is on the contingency list.
- The CD-PW director submitted a grant application to apply for PSRC King County Countywide Funding Competitions for construction funding of this project, and made a project presentation to the project selection board in May.
- This project was included in the draft 6-year TIP to start construction in 2023 for council adoption at the June 27, 2022 meeting.
- The final DAHP concurrence letter was received.

### SR 169 Widening – SE 253<sup>rd</sup> Place to SE 260<sup>th</sup> Street (T-45)

Design Consultant:	PBS Engineering and Environmental, Inc.
Construction Management:	TBD
Construction Contract:	TBD
Construction Bid Award:	TBD
Est. Construction Date:	TBD



## CAPITAL IMPROVEMENT PROJECTS (continued)

**Description:** This SR 169 corridor project will improve traffic operation, safety, access management, and non-motorized amenities in the vicinity of the Legacy Site between SE 253rd Place and SE 260<sup>th</sup> Street. Proposed improvements include widening SR 169 to a multi-modal urban corridor with two travel lanes in each direction, sidewalks and bicycle lanes on both sides, street lighting, surface water enhancements, pavement rehabilitation, and roundabout intersection improvements at SR 169/SE 260th St and SR 169/SE 253<sup>rd</sup> Place. Access improvements at Rock Creek Elementary school and the Legacy Site will also be included, as well as school traffic improvements.

### Current Status:

- The project was awarded a \$3.5M grant from the Transportation Improvement Board (TIB) to be used for all three phases of the project (design, right-of-way, construction). With this funding, we remain on track for project design and right of way acquisition to be completed by the end of 2023, and construction to potentially begin in 2024. Staff is currently working with TIB on completing funding obligation documentations.
- Staff and the consultant team continue to work towards a complete 30% design of the preferred alternative.
- Staff and WSDOT re-submitted WSDOT design documents (Basis of Design, Intersection Control Evaluation) after receiving WSDOT comments.
- The consultant is working with WSDOT Department of Archaeology and Historic Preservation to obtain APE and SHPO concurrences for the project.
- Staff is working with the consultant to finalize the noise assessment for the project.
- Staff continues to meet with individual property owners that potentially have project Right-of-Way impacts and with interested members of the public.

### Past Milestones:

- Staff met with Lori Cloud (Tahoma School District) to provide an update on design and the new schedule.
- The team submitted a traffic analysis to WSDOT with intersection improvement alternatives.
- Staff met with the Lake Forest Estates HOA and discussed intersection improvement alternatives.
- Staff provided a written response to the October 31, 2019 letter from the Lake Forest Estates HOA.
- Public Open House No. 1 was held on September 10, 2019.
- The topographic survey is mostly complete.
- Traffic counting is complete.
- Staff met with the School District to discuss options for the school entrance.
- Staff responded to the Lake Forest Estates HOA complaints on responsiveness and transparency.
- Staff applied for Congresswoman Kim Schrier's request for infrastructure projects.
- Staff applied for Senator Patty Murray's request for infrastructure projects.
- Staff applied for Congresswoman Kim Schrier's earmark Community Grants program for 2022.
- Staff responded to follow up questions on the project from Congresswoman Schrier's office.
- City Council adopted the 2022-2027 Six Year TIP including design for this project to be in 2022 and construction to be in 2023 and 2024 depending on grant funding.
- Staff met with the Lake Forest Estate HOA and responded to public comments from the public hearing on the Six Year TIP.
- Staff met with the Springhaven HOA board members to provide project updates.
- Staff met with design consultant PBS and the design team in November 2019 to have a design restart kickoff meeting.
- Staff and the design consultant team restarted the preliminary design of the project.

## CAPITAL IMPROVEMENT PROJECTS (continued)

- The design team updated traffic data and survey information for the project.
- Staff met with the Tahoma School District staff for a project coordination meeting.
- Staff met with members of the Lake Forest Estates and Springhaven HOAs to review the preliminary design process.
- Staff met with WSDOT to review the preliminary design.
- Staff met with a Farmers Market board member to provide a project update.
- Staff provided City Council updates on the project during the City Manager's report at the January 24, 2022 City Council meeting.
- Staff made a presentation to the King County Regional Funding Committee in April. Unfortunately, the project wasn't competitive to be selected for regional funding competition but is on the contingency list.
- Staff and the design consultant met with King County Metro for preliminary design coordination.
- Staff attended the May 10, 2022 Tahoma School Board meeting to provide project updates.
- WSDOT provided initial review comments on the preliminary design alternative. After discussions with WSDOT and agreeing upon a cross-section design, staff received concurrence from WSDOT for project support.
- The consultant completed the geotechnical boring of the project in May 2022.
- The CD-PW Director submitted a grant application to apply for PSRC King County Countywide Funding Competitions for construction funding of this project, and make a project presentation to the project selection board.
- Staff met with the consultant design team and WSDOT to discuss NEPA related items on August 8, 2022.
- Staff met with Lake Forest Estates HOA (July 29, 2022) and Springhaven HOA (August 15, 2022) to provide both associations with project updates.
- Staff submitted the TIB grant application on August 18, 2022.
- Staff and the consultant team held a public meeting with the community on August 30, 2022. The meeting was well attended, and citizens were in support of the design.
- Staff submitted design documents (Basis of Design, Intersection Control Evaluation) to WSDOT and are awaiting comments/concurrence.
- Staff received \$3.5M grant funding from TIB on December 2, 2022.

### SR 169 Widening – SE 240<sup>th</sup> Street to SE 244<sup>th</sup> Street (T-36)

<b>Design Consultant:</b>	<b>David Evans and Associates</b>
<b>Construction Management:</b>	<b>TBD</b>
<b>Construction Contract:</b>	<b>TBD</b>
<b>Construction Bid Award:</b>	<b>TBD</b>
<b>Est. Construction Date:</b>	<b>TBD</b>

#### **Description:**

The second segment in the series of capacity improvements on the SR 169 corridor, this project adds an additional lane in both directions to include center turn lanes, sidewalks, bicycle lanes, improved transit stops, street lighting, and enhanced storm drainage. This eliminates a bottleneck for traffic traveling to and from SR 18 and the Wilderness Village shopping area.

#### **Current Status:**

- The project design will recommence in Q1 2023, with funding provided in the adopted 2023-2028 Six Year TIP and 2023 TIP budget.

**Past Milestones:**

- The consultant submitted the Intersection Control Evaluation (ICE) to WSDOT.
- Staff submitted the Area of Potential Effect letter to WSDOT.
- The consultant completed the geotechnical exploration on SR 169.
- The Consultant is assessing a roundabout and signal at the SE 244<sup>th</sup> Street intersection consistent with WSDOT Intersection Control Evaluation (ICE).
- Traffic analysis has concluded signal warrant met at SE 244<sup>th</sup> Street.
- Topographic survey and traffic counts have been completed.
- WSDOT provided comments on ICE evaluation.
- City Council adopted the 2022-2027 Six Year TIP including design for this project to be in 2022 and 2023, construction phase to be in 2024 and 2025 depending on grant funding.
- Staff responded to public comments from the public hearing of the Six Year TIP.
- The design consultant completed the survey at the intersection of SR 169/SE 240<sup>th</sup> Street.
- The design consultant completed the geotechnical report.

**SE 231<sup>st</sup> Street Extension Project (T-48)**

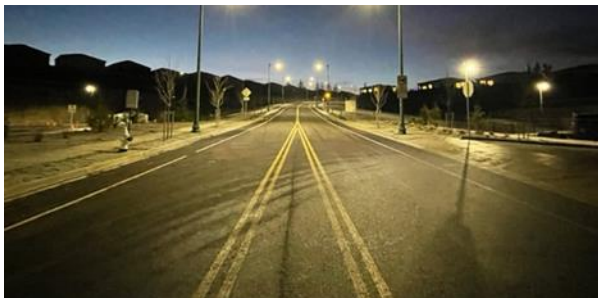
<b>Design Consultant:</b>	<b>David Evans and Associates</b>
<b>ROW Acquisition:</b>	<b>Fall/Winter of 2021</b>
<b>Construction Management:</b>	<b>David Evans and Associates</b>
<b>Construction Contract:</b>	<b>Active Construction Inc. (ACI)</b>
<b>Construction Bid Award:</b>	<b>May 9, 2022</b>
<b>Est. Construction Date:</b>	<b>Mid-June 2022</b>
<b>Construction Substantial Completion:</b>	<b>December 2022</b>
<b>Construction Final Completion:</b>	<b>TBD</b>

**Description:**

This project creates an urban collector connection through the former Hayes Gravel pit, providing a direct access to the SR 18 interchange. This urban collector connection will provide one lane in each direction, lighting, sidewalks, planter strips, and bicycle lanes on both sides.

**Current Status:**

- The contractor is working towards physical completion.
- City staff sent out the substantial completion letter.
- PSE connected power to the site, and the streetlights were inspected by King County.
- Ribbon cutting ceremony was held on December 12, 2022.
- The new road was opened for public use on December 15, 2022.



## CAPITAL IMPROVEMENT PROJECTS (continued)

### Past Milestones:

- Staff brought the bid award to Council on May 9, 2022, and Council awarded the project to Active Construction, Inc.
- Staff met with TIB on preparing for grant application in 2021.
- Staff worked on reviewing the Amazon Fulfillment Center project to ensure approval conditions and improvements are in place for supporting the T48 project.
- Staff created a project website and provided FAQ for public outreach  
<https://www.maplevalleywa.gov/departments-services/public-works/capital-improvement-projects/t-48>
- Staff approached the property owner to start the communication of Right of Way purchase for the project.
- Staff provided responses for public inquiries regarding the T48 project and the Amazon Fulfillment Center project.
- City Council approved the design contract with DEA on March 22, 2021 to provide professional engineering services for the project.
- Staff executed a service contract with the Contract Land Staff consultant to perform an appraisal for ROW.
- The design contract with DEA was executed and signed.
- ROW consultant Contract Land Staff ordered title reports to perform an appraisal for ROW.
- The design kickoff meeting with DEA was held.
- Project design is started.
- ROW appraisal is started.
- Staff provided responses for public inquiries regarding the T48 project and the Amazon Fulfillment Center project.
- Design is currently underway towards 30% plan.
- ROW appraisal is completed for staff to review.
- Traffic study for the project is completed for staff to review.
- Staff and the consultant worked on preparing the online Public Open House.
- Staff and the consultant worked preparing the SEPA checklist.
- Staff and the consultant worked on preparing the EZ/PROJECT REVIEW FORM for submittal to the Department of Archaeology and Historic Preservation.
- An online Public Open House was held from July 21, 2021 to August 1, 2021.
- The SEPA determination of DNS was issued on August 12, 2021.

## CAPITAL IMPROVEMENT PROJECTS (continued)

### Public Works / Community Development

- Staff responded to public comments received from the SEPA process.
- The Department of Archaeology and Historic Preservation permit was issued.
- Staff prepared and submitted the TIB grant application on August 13, 2021 for construction funding of the project.
- Staff met with the Amazon public outreach team for updates of both development and city projects.
- Staff completed the review of the 60% design plans and specs.
- ROW acquisition is underway. The Purchase and Sale Agreement was approved by City Council at the September 27, 2021 meeting.
- Staff submitted a TIB grant application in 2021. TIB announced the project selections in November, and T48 wasn't selected for grant funding among the 284 project applications TIB received.
- ROW Acquisition was complete on December 21, 2021.
- Final engineering survey was completed.
- The 2022 TIP budget was presented to City Council at the February 28, 2022 meeting and was approved to start the construction phase of this project in 2022.
- The project was advertised on April 8, 2022, with construction starting in late May or early June.
- Staff received and opened 14 bids from contractors for the project on April 22, 2022.
- The Pre-Construction meeting was held on June 9, 2022.
- The contractor began mobilization efforts on June 21, 2022.

#### High Reflectivity Roadway Delineation Project (T-27d)

<b>Design Consultant:</b>	<b>Design in-house</b>
<b>ROW Acquisition:</b>	<b>N/A</b>
<b>Construction Management:</b>	<b>In-house</b>
<b>Construction Contract:</b>	<b>TBD</b>
<b>Construction Bid Award:</b>	<b>February 2023</b>
<b>Est. Construction Date:</b>	<b>1<sup>st</sup> &amp; 2<sup>nd</sup> Quarters 2023</b>

#### **Description:**

This project provides for installation of high reflectivity pavement marking and signage in areas without streetlights where fixed objects are present and could present a future risk of crashes. Work elements include the installation of profiled retroreflective edge striping on both sides of the street, reflective raised pavement markers at utility poles and large trees, RPMs on center medians and roundabout/traffic circle curbing at the top of the curb, MUTCD Type OM2 reflective signage on utility poles and large trees, reflective signpost wraps on existing stop signs, speed limit signs, and warning signs.

The City applied for the 2020 Highway Safety Improvement Program (HSIP) for this project and was successfully awarded \$484,200.

#### **Current Status:**

- Staff is finalizing the project design in-house for construction in late 2022/early 2023.
- Staff continued to obtain construction advertisement approval from WSDOT Local Program.
- Staff is working with WSDOT Local Program on PS&E approval.

## CAPITAL IMPROVEMENT PROJECTS (continued)

### Past Milestones:

- The City applied for the 2020 Highway Safety Improvement Program (HSIP) for this project and was successfully awarded \$484,200.
- The project was adopted in the 2022 Six Year TIP.
- The project was approved and adopted by PSRC as a statewide STIP project.
- Council approved the resolution to accept the grant funding and authorized the City Manager to sign a Local Agency Agreement with WSDOT for funding obligation.
- Staff worked with the WSDOT Local Program to submit the funding obligation package for the PE design phase.
- Approval was received from the WSDOT Headquarters to start the PE design phase using the funding as obligated.
- PSRC updated the regional STIP for the PE design phase.
- Staff provided an update to WSDOT Local Program and PSRC on construction funding obligation.
- Staff completed the quarterly report for WSDOT headquarter project administration.
- Staff submitted and received NEPA approval from WSDOT local program.
- Staff submitted project progress bill reimbursement request to WSDOT until July of 2022.
- Staff obligated and received funding authorization from WSDOT headquarters for the construction phase of the project.

### Public Works Surface Water Capital Improvement Projects

Staff has finalized prioritization criteria for CIP projects with support from Public Works Staff as part of the Storm and Surface Water Comprehensive Plan development. The Comprehensive Plan consultants, AltaTerra and Herrera, completed preparation of summary sheets for all projects prioritized through this process, which provide reasoning for the project, as well as a planning level cost estimate. During July and August, staff, AltaTerra, and Herrera finalized all CIP documents.

#### **S-10 2021 Storm Water Ponds Retrofit Project**

This project scope includes retrofitting four existing stormwater retention ponds that will improve surface water quality within the City. The scope of work includes lining of the treatment cells, re-establishment of slopes, berms, and access to facilitate maintenance, and the removal of accumulated sediment, debris, and vegetation. The City was awarded \$45,000 from the King County WaterWorks grant program in 2019.

#### **Current Status:**

- Staff received the redlined as-builts from Iron Creek Construction.
- Staff reviewed and approved Pay Estimate #5 (final payment) from Iron Creek Construction.
- Staff planned the planting of exterior trees. Due to cold weather the planting will occur in the spring of 2023.
- Staff inspected the pond inlets and outlets during the first rain events.
- Staff finalized payments for Temporary Construction Easements. Payments were sent out by Finance.

#### **S-17 Cedar Downs Water Quality Improvement Project**

This project includes a drainage study of Cedar Downs and Cedar Downs Village areas to identify flow control retrofit opportunities to reduce flooding issues and improve three existing water quality facilities. The City contracted with Parametrix to perform the study of this area and provide an alternatives analysis as part of the first phase of this project in 2020. Based on the alternatives



## CAPITAL IMPROVEMENT PROJECTS (continued)

proposed and the cost impact, the City moved into Phase 2 of design with Parametrix in 2021. This project was re-prioritized as part of the 2022 Storm and Surface Water Comprehensive Planning process and final design and construction are being delayed until 2025 and 2026.

### Current Status:

- No activity during the months of November and December.

### **S-18 Witte Road Driveway Culvert Replacement**

This project includes the design, permitting, and construction of culverts to replace three driveway culverts that convey South Fork Jenkins Creek. These three culverts are undersized and deteriorating, which is causing upstream flooding of 222<sup>nd</sup> Court SE and residential properties, and prevents fish passage. This project requires coordination with the downstream S-19 (T-28b Phase 3 Roundabout project) to avoid moving flooding downstream.

### Current Status:

- City Council authorized the signing of a contract with Osborn Consulting for the design through alternatives analysis for the project.
- Osborn Consulting prepared a timeline for survey and field work for the project, beginning in January.
- Staff prepared rights of entry requests for properties that will be impacted by the survey and field work and has received the majority of signed requests back.
- Staff received notification that the NOAA Fish Passage Barrier Removal Grant request was not successful.
- Staff begin the application for the US DOT Culvert Removal, Replacement, and Restoration grant.
- Staff set up temporary sandbags on 222<sup>nd</sup> Court SE to protect against potential flooding from predicted heavy rainfall.

### **S-19 SE 254<sup>th</sup> Place Culvert Replacement and Creek Daylighting**

The culvert that conveys South Fork Jenkins Creek under SE 254<sup>th</sup> Place has been determined to be undersized for flow conveyance as well as fish passage, and is damaged, which has reduced capacity. The City plans to design and install a box culvert to replace the existing culvert to provide both flood reduction and ecological benefits. Due to the modification to project T-28b Phase 3 to include a roundabout at SE 254<sup>th</sup> Place, this project has been prioritized and was designed by PBS Engineering and Environmental as part of the T-28b Phase 3 project. The construction of this portion of the project along with the roundabout is planned for 2023. The City has been awarded a \$350,000 grant from the King County Flood Control District for the design and construction (an additional \$225,000 was also awarded for the 220<sup>th</sup> Avenue SE Jenkins Creek Daylighting) with an additional \$40,978 from the King County Flood Control District Subregional Opportunity Fund.

### Current Status:

- All environmental permits were issued for this project and final design was submitted for city review.

### **S-24 Lake Wilderness Country Club Drive Culvert Replacement**

This project includes the design, permitting, and construction of a culvert to replace the undersized culvert that conveys Jenkins Creek under Lake Wilderness Country Club Drive. This culvert results in flooding upstream of residential crawl spaces, the Golf Course, and 224<sup>th</sup> Avenue SE.

## CAPITAL IMPROVEMENT PROJECTS (continued)

**Current Status:**

- Staff received notification that the NOAA Fish Passage Barrier Removal Grant request was not successful.
- Staff began the application for the US DOT Culvert Removal, Replacement, and Restoration grant.

**S-25 Witte Road and Kent Kangley Flooding and Water Quality Improvement Project**

This project includes the design, permitting, and construction of new conveyance and water quality treatment infrastructure on Witte Road South of Kent Kangley, prior to stormwater discharge to Cranmar Creek.

**Current Status:**

- No activity during the months of November and December.



## DEPARTMENT UPDATE

### Traffic Operation and Management

- Staff responded to 18 citizen action requests in November and December regarding traffic concerns, signage, parking, pavement markings, and street lighting.
- Staff is coordinating with Traffic Count Consultant to conduct speed studies in January in the Elk Run Sunridge HOA , 242<sup>nd</sup> Place SE behind Rock Creek Elementary School, SE 280<sup>th</sup> east of 228<sup>th</sup> Avenue SE, and Summit Park Way SE.
- Staff met with Tahoma School District Operations to make observation of school traffic behind Rock Creek Elementary School on 242<sup>nd</sup> Place SE.
- Staff conducted city-wide street light night checks and reported a list of street light outages to Puget Sound Energy for repairs.
- Staff coordinated with the King County sign crew on work orders for sign installations/replacements in response to See-Click-Fix (SCF).
- Staff coordinated with the WSDOT traffic signal technician to monitor and review signal operation at the intersections of SR 169/231<sup>st</sup> and SR 169/Witte Road.

### Public Works Maintenance

#### Miscellaneous

- Crews placed electronic message boards for “Kindness Connects”.
- Crews picked up political signs City-wide.
- Crews painted the bridge on SE 264<sup>th</sup> Street.
- Crews changed the electronic message boards from “Kindness Connects” to “Hometown Holidays”.
- Crews took on-line training for pesticide license recertifications.

#### Surface Water

- Crews cleaned up a gear oil spill on SE 276<sup>th</sup> Street and Kent Kangley.
- Crews cleared storm drains of leaves and debris City-wide.
- Crews hauled away around 50 yards of fill dirt and other materials from projects done over the summer months to Girard’s in Covington to be discarded.
- Crews cleaned up just about the entirety of the ditch line along Witte Road. In all, we hauled away around 30 yards of fallen limbs/leaves/logs and sediment.
- Crews cleared storm drains.
- Crews cleaned up overgrown blackberries from an outfall by pond D99025.

#### Roadway

- Crews repaired a pothole near Maple Ridge, SE 240<sup>th</sup> Steet, and on SE 276<sup>th</sup> Street.
- Crews repaired two street signs on SE 268<sup>th</sup> Street.
- Crews installed “No Parking” signs in the Maple Ridge neighborhood.
- Crews picked up detour signs from Alpine Products.
- Crews picked up new double-sided detour signs to replace ones stolen during Ironman event.

## DEPARTMENT UPDATE (continued)

- Crews fixed a sign on Tahoma Way.
- Crews replaced and repaired two damaged signs in the Glacier Valley neighborhood.
- Crews replaced damaged a sign on 216th Avenue SE.
- Crews picked up debris from a vehicular accident along Witte Road near the 248th roundabout.
- Crews removed trees that were damaged by vehicular collisions from the last snow event in several locations throughout the City.
- Crews assisted in the opening of the new SE 231st road near the Amazon facility.

### Facility/Equipment Maintenance

- Crews prepared three vehicles and one boom mower to go to the surplus auction.
- Crews cleaned up wood and debris at the maintenance yard.
- Crews prepped an old trailer to be used for sander storage.
- Crews hauled out and disposed of asphalt and concrete stored in the maintenance yard.
- Crews removed the waste oil burner heater from the maintenance shop and took it in for service.
- Crews repaired a damaged exhaust on one of the F550's.

### Roadside

- Crews cut hanging tree limbs on SE 244<sup>th</sup> Street in the Belmont Woods neighborhood.
- Crews picked up trash on Kent Kangley.
- Crews picked trash in the right of way off Wax Road in front of Take-A-Break Park.
- Crews spent Thursday November 17, 2022 responding to calls about trees and limbs down City-wide; there were about 5-8 trees down partially blocking roadways that we cleared. We were in clean-up mode for the next few days.
- Crews picked up garbage and shopping carts along Kent Kangley.
- Crews performed maintenance and repairs to the waterfalls near the northern City limits.

### Sidewalks

- Crews grinded three sidewalk panels that were considered trip hazards in the Patrick's Faire neighborhood.
- Crews grinded approximately 50 panels in the Muse of Lake Wilderness.

### Snow and Ice

- The most recent snow and ice event the week before Christmas had our crews operating in split 12 hour shifts for most of the week. We were able to keep up the plowing and treatment on our snow and ice routes. The warming weather pattern on the weekend was a relief and melted all remaining snow and ice. Crews continued to work on storm debris clean-up.
- Crews hauled in washed sand to our maintenance yard to top off our storage bins in preparation for this upcoming winter season.
- Crews took delivery of 3,000 gallons of liquid anti-ice. Our tanks are now full at 10,000 gallons in stock at our maintenance facility.
- Crews tested, as well as serviced, our anti-ice sprayer. The truck and sprayer are in working condition and ready for any upcoming, freezing weather.
- Crews sprayed down salters/sanders with 'Lubriseal', a product meant to preserve the sanders from harsh chemicals.

## DEPARTMENT UPDATE (continued)

- Crews spent the week of December 2, 2022 split into two, twelve-hour snow shifts. The around-the-clock coverage allowed plows on the road and de-icing agents to be applied to ensure City roads were as safe as possible for our residents. The crews dealt with a range of hazards from freezing rain, downed trees/limbs, and snow and ice-covered roads.
- Crews performed a range of fixes, as well as maintenance, to our snow and ice equipment to keep it in running condition as best we could through the duration of the few storms that came our way this week.
- Crews also plowed every street to help ensure regular garbage pickup for our citizens in the following areas, as well as a variety of other smaller subdivisions:
  - Maple Ridge/Woods
  - Highlands of Lake Wilderness
  - Wilderness Hollow
  - Wilderness Rim
  - Sun Ridge
  - Elk Run
  - Bellemont Woods
  - Patrick's Faire
- Crews adjusted rubber plow bits on all three snowplows and ordered some replacement wear parts to make repairs and keep in stock at the maintenance facility.
- Crews received an additional load of washed sand for snow and ice response.
- Crews applied liquid deicer to the snow and ice route map and included the new 231<sup>st</sup> road to the snow and ice route map.

### Surface Water Management

- **Education and Outreach**
  - Council authorized the Triangle Associates contract amendment.
  - Staff worked with Triangle Associates to update the survey's related to the Safe Lawns, Safe Communities campaign and plan updates to the website and advertising materials in December and January.
  - Staff attended the STORM regional education and outreach groups' annual symposium.
- **Storm and Surface Water Comprehensive Plan**
  - Council adopted the Storm and Surface Water Comprehensive plan on November 28, 2022.
- **NPDES Permit Requirements**
  - Staff reviewed proposed updates to the Permit for the 2024 Reissuance and submitted comments to Ecology.
  - Staff responded to an illicit discharge complaint of motor oil and antifreeze being dumped to a driveway over a period of multiple years (unknown to city until recently). Public Works crews cleaned up the active dumping and staff inspected the drainage system surrounding the location. The dumping appears to be contained within the roadway and nearby ditches and did not reach the storm drains or pipes. Staff took soil samples in four locations to determine the extent of the contamination. While the soil samples showed evidence of diesel and motor oils, they were not near the Ecology clean-up levels. Staff have notified all interested parties and will work with the Public Works Director to establish a fine for the offending party based on the impact of the dumping.

## DEPARTMENT UPDATE (continued)

- Staff completed responses to the NPDES Permit required questions on the Comprehensive Planning updates related to stormwater management and submitted them prior to the January 1, 2023 deadline.
- Staff put up educational door hangers in a neighborhood where illegal dumping into a stormwater pond has occurred.
- **Operations and Maintenance**
  - Staff inspected:
    - 2 bioretention ponds
    - 2 filtration vaults
    - 10 outfalls
    - 984 catch basins
  - Action Services completed:
    - 4 CDS Cleanings
    - 1 Outfall Cleaning
  - Staff finalized the Maintenance Standard Operating Procedure Manual.
  - Staff worked with the City of Covington to review Whirlwind Street Sweeping performance and invoices. Staff inspected sweeping routes to verify work was being completed.
- **Climate Action and Resiliency Planning**
  - Altaterra finalized the Public Involvement Plan.
  - The project team held the first Steering Committee Meeting on November 17, 2022.
  - The Climate Action HUB website is live and will be evolving over the course of the project: <https://arcg.is/0On0iq>.
  - Staff prepared a climate action survey and posted it to the HUB website.
  - Staff attended K4C meetings.
  - The CivicSpark Fellow worked with the Comprehensive Plan Update team and Communications team to prepare a garbage bill insert flyer, Comprehensive Plan update website, a flyer for posting at local establishments, and a social media outreach strategy.
  - The CivicSpark Fellow scheduled the second Steering Committee Meeting.
  - The CivicSpark Fellow met with AltaTerra to discuss the diversity, equity, and inclusion strategy for the project.
- Council authorized the 3% SWM rate increase to \$206.11 per ESU annually for 2023.
- Staff attended WRIA 9 Technical Committee Meetings
- Staff attended Our Green Duwamish Partner Meeting
- HR advertised the Associate SWM Engineer job opening.

### Lakes Program

- Lake Wilderness was reopened after staff completed water sampling for algal toxin testing and results were within the recreational limits.
- Staff completed the LWCAC Annual Report.
- Staff worked on updating language for Lake Wilderness in the Comprehensive Plan.

## DEPARTMENT UPDATE (continued)

### Solid Waste

- Staff coordinated with Recology on customer service items and on weather impacts.
- King County delayed the Rate Restructure implementation, so this item will be brought to Council in 2023.
- Staff continues to work with Recology on the customer service survey.
- City Council approved the compost ordinance required due to House Bill 1799. Staff coordinated with the Department of Ecology and other City departments on the tracking and reporting efforts.
- Staff ordered more supplies for the Adopt-A-Road program.

### Community Development

CD has spent December working on various final plat applications and gearing up for the kickoff of our Comprehensive Plan update. A final plat application for the Cedar Peak plat has been received and is being reviewed. A small Short Plat preliminary plat application has been approved. Vertical construction of the Bonaventure Senior Living continues. As we head into the new year, we have been informed that several mixed-use projects are gearing up for Pre-Application meetings.

Staff prepped next steps for Council's continued review of the Downtown Design Standards and Guidelines and will be looking forward to providing an update and further review at the January 23, 2023 Council meeting.

December had a number of meetings including SKHHP, South King County Housing Planner Group, REACH, and K4C (King County 4 Climate).

Staff continues to work with our CivicSpark Fellow, Rebecca Harbour on our Climate Action and Resiliency Plan.

- Monthly Permit/Inspections Metrics
  - Permit Applications Received: 130
  - Permits Issued: 106
  - Projects Submittals: 5
  - Building Inspections Completed: 201

### Planning Commission

The Commission completed their review of the tree cutting penalties and tree retention requirements in December and picked up where they left off when they resumed their meetings in September. In the new year, the Commission will begin review of affordable housing requirements under HB 1220.

The Commission has reviewed the final draft of the Public Participation Plan for the Comprehensive Plan Update. It is anticipated that staff will introduce the plan to Council at a joint meeting in February 2023.

## Residential Subdivisions and Available Lots

RESIDENTIAL SUBDIVISIONS AND AVAILABLE LOTS												
File Number	Plat Name	Pre-Plat Approval	Potential Building Lots	Pre-Plat Expiration	Final Plat Approval	Approved Lots	Site Under Const.	Building Permits Issued				Available Building Lots
								Prior to 2020	2020	2021	2022	
CD0406-013	Ridge at Lake Wilderness	6/30/2004		N/A	2/25/2005	11	N/A	10		0		1
CD1309-002	Jordan's Crossing	7/31/2007		N/A	3/24/2014	15	N/A	15		0		0
CD0602-005	Edgestone Divl (Arbors 3)	7/18/2007		N/A	2/23/2017	48	N/A	45	2	1		0
PSP2002-001	Wilderness Crest	7/30/2020	6	7/30/2020	12/7/2021	6	N/A			3	3	0
CD0702-001	South Fork (Sunshine Grove)	7/31/2007		7/31/2007	4/25/2017	10	N/A	10				0
CD1506-007	Canton Crossing (Shavano)	2/9/2016		2/7/2021	5/22/2017	51	N/A	51				0
CD1308-004	Yellow Rock Road	4/1/2014		3/30/2021	8/24/2016	6	yes	6				0
FP2006-001	Momiji Grove (MV216)	8/30/2019	39	8/28/2024	9/18/2020	39	yes		7	32		0
CD0601-010	Wilderness Hills 3	12/11/2007		12/8/2017	2/12/2018	22	No	22				0
CD0702-010	Fox Pointe (aka Malloy)	10/5/2007		10/2/2017	11/28/2018	42	Yes	21	20	1		0
PSP1801-001	Sun Ridge at Elk Run 4 D 2 (Sawyer)	11/30/2018	9	11/28/2025	5/13/2021	9	No			3	6	0
CD1602-001	Overlook at Summit Park	3/22/2017	126	3/21/2022	Ph1 7/30/Ph2 3/1/19	126	Yes	56	48	21	1	0
CD1610-005	Northpoint	3/28/2017	110	3/27/2022	3/5/2019	110	Yes	78	31	1		0
CD1604-003	Cedar Peak	6/29/2017	17	6/28/2022	No		No					0
CD1507-006	Tahoma Ridge	8/3/2017	71	8/2/2022	12/1/2020	71	Yes	1	2	68		0
CD1609-007	Zephyr Point	6/26/2020	6	8/7/2020	7/8/2021	6	Yes			6		0
CD1801-001	Meadowridge Park	7/10/2018	49	7/9/2023	8/19/2020	49	YEs		41	8		0
	Winters Short Plat	6/19/2020	3	6/19/2025	7/1/2021	3	Yes				3	0
FP1810-002	Edinburgh	5/19/2017	84	6/15/2017	6/11/2019	84	Yes	23	46	15		0
Total			520			708		338	197	159	13	1

Updated 12/22/2022

## Commercial Projects

File Number	Commercial Projects	Square Feet	Type	Status	Notes
DR2011-001	Emerald City Warehouse	15,681	New construction	Approved	
CD1707-003	Bonaventure at Maple Valley	180,212	New Construction	Approved	Building has started on site.
BLD2008-021	Maple Valley Business Park	387,218	New Construction	Approved	
DR1912-001	The Learning Experience	10,122	New construction	Under Review	Building has started on site.
CD1709-002/CD1709-003	CVS Pharmacy	13,162	New construction	Approved	Design Review and Site Development were approved but no permits were issued. This project is likely not going to continue from indications from property owner.
Total:		606,395			

## Pre-Application Conferences

MLU-22-19	Wilderness Glenn	Not available yet	New construction	Waiting on full submittal	This will be a mixed use project with apartments and commercial space. The full set of plans have not been submitted yet.
-----------	------------------	-------------------	------------------	---------------------------	---



# Current Development Projects

